

Course Prefix/Number/Title:

UNIV 120: College Success

Number of Credits:

1 semester credit

Instructor:

Katy Allers

Office:

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Minot State University Campus

Office Hours:

By appointment

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Course Description:

This course is intended to prepare students for the academic and social rigors of college life. In this course, students will learn to develop effective academic skills by focusing on goal-setting, time management, note-taking, communication, critical thinking, and problemsolving skills. Guest speakers will introduce students to campus services such as library and research, transportation, health and wellness, disability services, and other services critical to achieving college success.

Pre-/Co-requisites:

None

Course Objectives:

1. Learn to develop and set academic, career, and personal goals.
2. Develop effective study habits through note-taking, time management, critical thinking, and problem-solving activities
3. Develop communication skills by utilizing a variety of forms of communication.
4. Identify their own learning styles and explore barriers that might prohibit academic

success.

5. Explore and utilize campus services to promote academic and personal success.
6. Explore healthy living options such as personal and social relationships, dorm life, wellness, nutrition, and safety

Lecture Schedule:

Thursdays 2:00 p.m. – 2:50 p.m.
Old Main Rm 102

Textbook:

Textbooks: Shushan, J., (2016). A Pocket Guide to College Success. 2nd Edition.
978-1319030896

Course Requirements:

Students are expected to be actively engaged in the learning process, in the online Blackboard class, and in the community. Class participation is required and essential. Students will be graded in class participation and point accumulation.

Course Assignments:

Assignment	Due Date	Points
Participation (15 classes x 5 points)	Ongoing	/75
Journal Reflections (15 Classes x 10 points)	Ongoing	/150
Chapter Quizzes (15 Chapters x 25 points)	See Blackboard for dates	/375
Final	TBA	/100

TOTAL POINTS:

/700

Using a journal in and outside of class will allow you to express yourself and react to material in each chapter. Journals can be a safe way for you to express yourself honestly. Journal reflections that allow for freewriting on personal topics can help students open up. Feel free to use your journal to write down your feelings, frustrations, successes, complaints, questions, and any other writing that you would like. I am the only one that will see them and I encourage you to use it as you feel the need.

You may be asked occasionally to enter other information into your journal. Be prepared to do so at all times. At the beginning of each class starting on week three, you will be asked to hand in your journal to me. I will check that you have completed the reflections as assigned and hand them back to you. Again, I am the only one that will have access to them. They are yours to keep.

Tentative Course Outline:

Week One: Jan 11, 2021

Introduction to the course
Syllabus review
Your First Week in College
Your First Month in College
Your First Term in College
Read Chapter 1 for Jan 18th

Week Two: Jan 18, 2021

Beginning Your College Journey
Chapter 1 Quiz (25 points)
Journal Reflection – 5 Questions and “Purpose” Video
Read Chapter 2 for Jan 25

Week Three: Jan 25, 2021

Finding Support on Campus
Chapter 2 Quiz (25 points)
Guest Speaker
Journal Reflection – 3 Questions about “Relationships with your Instructors” Video
Read Chapter 3 for Feb 1

Week Four: Feb 1, 2021

Motivation and Goal Setting
Chapter 3 Quiz (25 points)
Journal Reflection – 3 Questions about “Goals” Video
Read Chapter 4 for Feb 11

Week Five: Feb 8, 2021

Using Time Wisely
Chapter 4 quiz (25 points)
Journal Reflection – 3 Questions about “Time Management” Video and 3 Questions about “Time Management Strategies” Video
Read Chapter 5 for Feb 15

Week Six: Feb15, 2021

Learning Preferences and Studying
Chapter 5 quiz
Journal Reflection – 3 Questions about “Learning Styles” Video
Read Chapter 6 for Feb 22

Week Seven: Feb 22, 2021

Critical Thinking
Chapter 6 Quiz

Journal Reflection – 3 Questions about “Being a Critical Thinker” Video
Read Chapter 7 for March 1

Week Eight: March 1, 2021

Note Taking

Chapter 7 Quiz

Journal Reflection – 3 Questions about “Preparing for Class” Video

Read Chapter 8 for March 8

Week Nine: March 8, 2021

Reading Effectively

Journal Reflection – 3 Questions about “Reading Strategies” Video

Read Chapter 9 for March 22

SPRING BREAK March 14-18, 2021

Week Ten: March 22, 2021

Test Taking

Chapter 9 Quiz

Guest Speaker

Journal Reflection – 3 Questions about “Test Taking Advice” Video

Read Chapter 10 for March 29

Week Eleven: March 29, 2021

Writing and Information Literacy

Chapter 10 Quiz

Guest Speaker

Journal Reflection - 3 Questions about “Evaluating Online Sources” And 3 Questions about “Writing a Research Paper” videos

Reach Chapter 11 for April 5

Week Twelve: April 5, 2021

Academic Planning and Choosing Your Degree

Chapter 11 Quiz

Journal Reflection – 3 Questions about “Exploring Major and Career Options” Video

Read Chapter 12 for April 12

Week Thirteen: April 12, 2021

Managing Your Money

Chapter 12 Quiz

Guest Speaker

Journal Reflection - 3 Questions about “Financial Aid” and 3 Questions about “Using Credit Cards” Videos

Read Chapter 13 for April 19

Week Fourteen: April 19, 2021

Experiencing Difference
Chapter 13 Quiz
Guest Speaker
Journal Reflection – 3 Questions about “Diversity” Video
Read Chapter 14 for April 26

Week Fifteen: April 26, 2021

Staying Healthy and Reducing Stress
Chapter 14 Quiz
Guest Speakers
Journal Reflection – How will you use the guest speaker’s recommendations to reduce stress and stay healthy?
Read Chapter 15 for May 3

Week Sixteen: May 3, 2021

Starting Your Career Journey
Chapter 15 Quiz
Guest Speaker
Journal Reflection – Reflect on the guest speaker. In addition, write a reflection on the class.

FINAL:

Time and Date TBA

Classroom Policies:

If a student cannot submit their journal by the next class period, they must contact the instructor within 24 hours prior to the class date. Submitting journal assignments on due dates and participation is expected.

Relationship to Campus Theme: Students will better understand the nature of their community and its needs. Through the use of technology students will manage their learning portfolio. Students will also understand how to utilize new ideologies and tools to their benefit, as well as the benefit of the world and society as a whole as emerging leaders.

Student Email Policy: Dakota College at Bottineau is increasingly dependent upon email as an official form of communication. A student’s campus-assigned email address will be the only one recognized by the campus for official mailings. The liability for missing or not acting upon important information conveyed via campus email rests with the student.

Academic Integrity: According to the DCB Student Handbook, students are responsible for submitting their own work. Students who cooperate on oral or written examinations or work without authorization share the responsibility for violation of academic principles, and the students are subject to disciplinary action even when one of the students is not enrolled in the course where the violation occurred. The Code detailed in the Academic Honesty/Dishonesty section of the Student Handbook will serve as the guideline for cases where cheating, plagiarism or other academic improprieties have occurred.

Disabilities or Special Needs: Students with disabilities or special needs (academic or otherwise) are encouraged to contact the instructor and Disability Support Services.

Attendance: Since your future success in all your college courses, significantly depends on your successful completion of this course, **attendance will be required and graded.** There are several in-class assignments in which students receive points that cannot be made up unless the student's absence is excused. If you know ahead of time that you will be absent, please reach out to me as soon as possible, so we can make arrangements. If you do miss a class period, it is your responsibility to follow information on Blackboard, contact me, or a classmate to get caught up. More than three (3) unexcused absence will significantly affect your final grade.

Tardies: You are expected to be in class on time and multiple tardies will significantly affect your final grade. I will begin class with announcements, important information, and to answer questions about assignments, so missing the first few minutes may cause you to miss out on chances for your success in the course.

Late Work Policy: Journals that are turned in late may not be reviewed therefore you will not receive the points for that day. If you know you are going to be gone ahead of time, it is your responsibility to make arrangements and turn in your journal early.

Grading Policy

All graded work is points based.

650 – 700 points = A

600 – 649 points = B

550 – 559 points = C

500 – 549 points = D

449 and below = F

Electronic Devices

I strongly encourage you to bring a personal computer or tablet to class. If you have no access to a device, please let me know and we will make arrangements. Cell phones must be turned off or on silent and are not allowed to be used during class, unless instructed to do so.

Title IX:

Dakota College at Bottineau (DCB) faculty are committed to helping create a safe learning environment for all students and for the College as a whole. Please be aware that all DCB employees (other than those designated as confidential resources such as advocates, counselors, clergy and healthcare providers) are required to report information about such discrimination and harassment to the College Title IX Coordinator. This means that if a student tells a faculty member about a situation of sexual harassment or sexual violence, or other related misconduct, the faculty member must share that information with the College's Title IX Coordinator.

Students wishing to speak to a confidential employee who does not have this reporting responsibility can find a list of resources on the DCB Title IX webpage.